

# Program Request

## Degree Programs: New or Changes

This form is to be used to request new degree programs or to request changes to existing programs.

Complete the following and submit it to the university curriculum secretary, B-150 ASB (for undergraduate programs) or to the Graduate Studies Office, B-380 ASB (for graduate programs). There is additional information the Graduate Studies Office needs for graduate programs. Contact them for information.

Department		Program Name	
Date of Request	Desired Effective Date	Code (for existing program only)	CIP Code

**Type of change desired:** (Please check all appropriate items.)

Major	Emphasis	Minor	Requirements	Type of Degree	
New Major	New emphasis/specialization	New minor	New requirements	BA	MS
New Name	New Name	New Name	Requirements Change	BA	MS
Deletion	Deletion	Deletion		BA	MS

Former Program Hours	New Program Hours
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**Request/Justification:** (Address the following questions in support of your request. Attach additional sheets as needed.)

- How does this proposal advance the program-level learning outcomes?
- What are the positive and/or negative impacts of this proposal on time-to-graduation?
- What are the resource implications?
- Does this change affect other departments? If so, an accompanying letter of support from the affected departments must accompany this request.
- Does this change affect your CIP Code listing? See <http://nces.ed.gov/pubs2002/cip2000/ciplist.asp>

### APPROVAL SIGNATURES

### DATE SIGNED

	APPROVAL SIGNATURES	DATE SIGNED
DEPARTMENT CURRICULUM REPRESENTATIVE		
DEPARTMENT CHAIR		
COLLEGE CURRICULUM REPRESENTATIVE		
COLLEGE DEAN		
GRADUATE DEAN (for graduate programs only)		
ASSOCIATE ACADEMIC VICE PRESIDENT		